*Griffin Free Public* Library

**Where Auburn Comes Together**

**To Discover, Create, Connect and Succeed!**

*Board of Trustees Meeting*

*January 6, 2024 at 11am*

**Present**: Nancy Mayland, Chair; Marilyn Cavanaugh, Treasurer; Liz Michaud, Secretary; Cindy Berling, Alternate Trustee; Andrea Galasso, Alternate Trustee; Dan Szczesny, Library Director, Jess Traynor, Fay Hanscomb, Peggy Neveu, Chip, Eileen, Pat Clement

Nancy Mayland called the meeting to order at 11:03pm

Expansion Meeting: Discussion about Warrant:

* Below is the wording to the proposed warrant.
* **NUMBER**To see if the town will vote to establish a Community Center & Library Capital Reserve Fund under the provisions of RSA 35:1 for design, engineering, site work, and construction costs associated with a new community center and library building, and to raise and appropriate the sum of $100,000 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. Further, if construction has not commenced by October 1, 2028, the Fund will be discontinued, and any funds and accumulated interest are to be transferred to the general fund.  Recommendations Required (Majority Vote Required)
* On Thursday the budget committee was discussing the above proposed warrant as well as others. The vote was scheduled for next Thursday, Dan Szczesny and Berling attended. Peter Miles, Chairman of the Budget Committee, proposed voting on the warrant at that meeting Dan & Cindy protested and asked time for the Library Board of Trustees to review and discuss. As a result, the Library was put on the schedule for the Board of Selectman meeting on Monday, Jan 8th.
* The next day Dan and Nancy had a discussion with Chris S. He will bring up the concerns with the BOS on Monday. Main issue is the wording that library is second. This would be under the control of the Trustees of the Trust Fund, but the BOS is the agent to expend the funds. Cindy days that Keith wants the BOS to be in complete control of the funding, the architects, the CM, all of it. Nancy says she wants to have the community center as part of this project and there are lots of details. Marilyn says we need to keep in mind our goal, to expand the library. She thinks it’s fair to thank them for writing a warrant, ask them to reverse the wording to show a connection between the library and the work we’ve done so far. Once it passes, we need to be the instigators to drive the work and work with the BOS. Without working with the BOS we will not have an expansion. The town is doing the warrant, so it is not unreasonable to have the BOS have some control. Nancy says we should ask them to clarify the statement that is in yellow. All warrant articles are tax money. We need to push joint meetings once the warrant passes. Cindy is very concerned that the last BOS meeting with the trustees is not reflected in the above warrant. And we were not invited to review before it went to vote.
* If we put aside money, how does this work. Does that mean that we have no say in that? Further down the line does this set a preference for future warrant articles?
* Agents to, in consultation with the Library BOT. (ask to add this after the yellow for the warrant).
* Nancy said we should look at old warrant articles to see if they are all written the same way. The one for buying the property was written this way.
* Although the selectmen are involved, they probably don’t want to micromanage the expansion.
* Cindy is still concerned that they will throw out all the work that we have done so far. And Nancy mentioned that we need to set a schedule for our meetings before the BOS meeting. Chip said it’s clear that we are not doing this without P&R and present a united front to get it funded. These are the details to hash out when we meet in the joint meeting.
* Chip asked how many people make up Parks & Rec, Amy is director and there are approx. 6 others. We need to encourage the BOS to make sure the P&R attend the meetings.
* Fay mentioned that Tom attended, and she was unhappy with this comment that we were unwelcoming to the P&R. And it is important for us to have face-to-face meetings with R&P to get us working together. She is confused about this being on the ballot – yes this will be on the ballot as approved by the BOS & potentially the Budget. If this fails, we can continue our efforts and try again next year. She says if it fails, we need to still go forward full steam,
* Nancy mentioned we have a few months before the vote to get out the word and try to get as much support as we can.
* Monday night we’ll meet with the BOS and then come back to the library for our trustee meeting. The Friends are meeting at 6pm and they can come over to town hall after.
* If this works and we end up with a warrant to do the building the warrant would be for the building and any fundraising, we do will be for the inside.
* Nancy mentioned that only the library is asked to do any fundraising, no other town department has to raise money however we are autonomous. RSA 202 is specific for NH for Libraries to be autonomous.
* Fay asked where we stand as far as an expansion board and fundraising. Nancy said we really need to do a social media blitz, we need to personally ask people, we need to get voter signs. There was a lot of discussion about fundraising, what we do going forward, and what it will be used for.

This is the change we are requesting on Monday:

**NUMBER**To see if the town will vote to establish a Library Expansion & Community Center Capital Reserve Fund under the provisions of RSA 35:1 for design, engineering, site work, and construction costs associated with an expanded Library and new community center, and to raise and appropriate the sum of $100,000 to be placed in this fund. Further, to name the Board of Selectmen as agents, in consultation with the Library Board of Trustees, to expend from said fund.  Further, if construction has not commenced by October 1, 2028, the Fund will be discontinued, and any funds and accumulated interest are to be transferred to the general fund.  Recommendations Required (Majority Vote Required)

Motion made to go into non-public per RSA 91-A:3,II(a) dismissal, promotion, or compensation of any public employee or the disciplining of such employee made by Nancy Mayland/ Liz Michaud 2nd, . All in favor.

The meeting room was closed to the public at 12:10pm

Nancy wanted to talk about some issues:

* Nancy has spoken to Dan about PR postings because we don’t know about events that are happening at the library. She would like a post when a event is booked, one when it’s a week out and one after the event. And she would like them listed in the directors’ report.
* Nancy sees Facebook posts coming from Dan but thinks they should come from the Library. We checked the Facebook posts and they do come from the Library Director, shared from the Library Facebook page. We understand that Dan would like Wendy Ducharme to take over the event posts, but Nancy is concerned that she is very new.
* Nancy said the Crier does not have all the events, we need to ask Dan about that.
* A suggestion was made to ask patrons about getting event emails.
* Nancy was not happy with the timeline to get the computers installed.
* The staff need new chairs, and Dan has not acted on that yet.
	+ Liz to add to agenda.
* Contact list is Secretary job, send updates to Liz. One thing to take off Dan’s list
* Dan feels responsible for the library expansion, we need to relieve some of that pressure as the Board of Trustees and the Town are responsible with support from the Director. He shouldn’t feel like it’s all on him.
* We need to stop emailing and texting discussions as this is against the RSA rules. We need to meet more often or schedule some emergency public meetings if there are urgent issues that need to be discussed. Nancy will alert the board if we need to schedule an extra meeting. Nancy said Dan can call her to discuss an issue rather than a text or email so she can determine if it’s an issue the Board needs to discuss before the next scheduled meeting.

Motion to come out of non-public made by Nancy Mayland/ Liz Michaud 2nd.. All in favor

The meeting room was reopened to the public at 12:30pm

Dan rejoined the meeting:

* Emails and text messages: The Board asked Dan to send simple texts to ask about agenda items but please do not asking for responses. The only response a Board member can make is regarding scheduling a meeting. We can schedule additional meetings if necessary.

Nancy asked if everyone on the Board signed Dan’s Annual Review.

* Liz to print and bring to Monday’s meeting.

Nancy to bring paperwork for Dan to keep on file.

Action Items:

* Liz to send a copy of the revision to Nancy and print out copies to hand to the BOS on Monday.
* The BOT to talk to Hampton about how their joint library and community center work.
* Liz to get quote for voter signs for the warrant article. (Peggy paid $142 for 10 signs from Universal)
* Liz to add PR to the Monday Meeting.
* Add to agenda road trip to Hampton Library – Dan to contact the director to schedule.

Motion to adjourn made by Nancy Mayland/Liz 2nd. All in favor.

Meeting adjourned at 12:43 pm.

Liz Michaud, Secretary